

Run Sheet Filter

Last Modified on 11/30/2022 12:21 am EST

Filter

×

Details

Task / Note

Location

Select locations

Course

Select Course

Agenda

Select agenda item

Team Members

Select team members

Status

Select status

Date

DD/MM/YYYY

to

DD/MM/YYYY

Start Time

to

End Time

to

Priority

Please select...

Clear

OK

Selecting the **Filter Option** lets you filter your Project Manager view to specific items, such as:

- Tasks/ Notes
- Location
- Course (CE Courses)
- Agenda
- Team Members
- Status
- Dates Range
- Start Time Range
- End Time Range
- Priority

Any custom fields you may have created for the Project Manager can also be filtered on.